

FirstClass Login Instructions

To log in to the FirstClass email server you will need to know your username and password. This information should have been provided to you separately, please contact your building principal if it was not.

To connect to the server you will need to open a web browser on your computer. Internet Explorer or Safari will work. In your browser address bar type <http://fcmail.mansd.org> and hit enter or click go. This is the page that should load. Click login from this page.



FirstClass® enables you and your learning community to effectively communicate, collaborate, addition of FirstClass Unified Communications, educators and administrative staff can access in unified mailbox that can be accessed via the device of choice including cell phone, telephone, time.

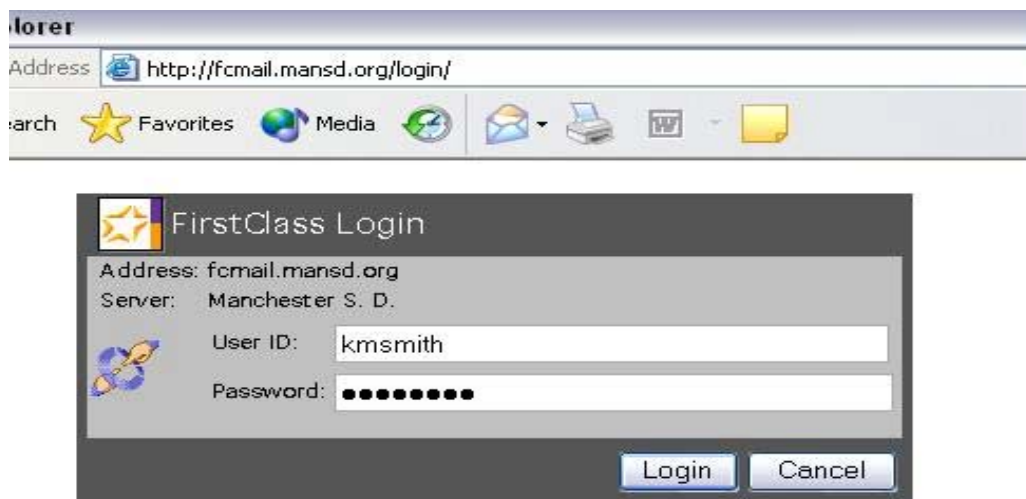


[Login](#) to your FirstClass account.

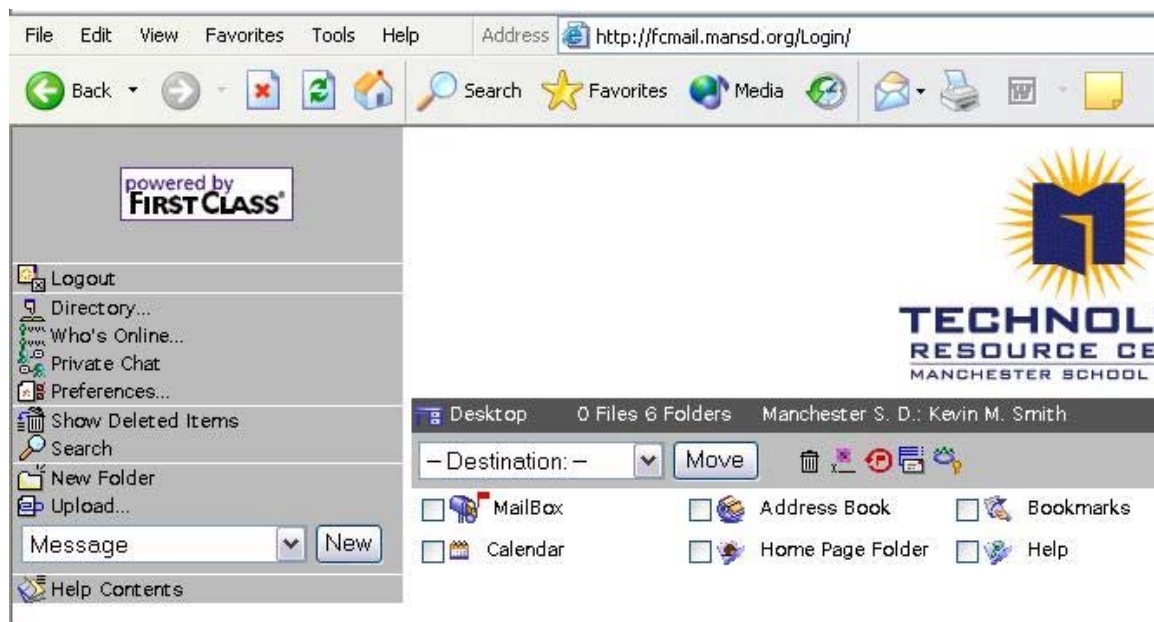


To further enrich your FirstClass experience you can [download](#) the FirstClass client.

Enter your username and password and click login.



If you did the above steps correctly this is the page you will see.



You can access online help from the help contents button on the left hand toolbar. This will provide you with detailed information on this subject.